

# **AGENDA FOR COUNCIL MEETING**

## **CITY OF NEW RICHMOND, WISCONSIN**

**MONDAY, FEBRUARY 11, 2013 - 7:00 P.M.**

### **AGENDA:**

1. Call to Order
2. Clerk's Roll Call
3. Pledge of Allegiance
4. Adoption of Agenda

### **PUBLIC COMMENT**

### **CONSENT AGENDA:**

1. Approval of the Minutes from the Previous Regular Council Meeting, January 14, 2013 and Special Council meetings, January 7 & 28, 2013.
2. Applications for License to Serve from Brianna K. Auld, Hammond
3. Application for a Parade Permit for the St. Patrick's Day Parade, March 17<sup>th</sup> at 2 p.m.
4. Request from Champ's Sports Bar & Grill for an Extension of Premise and Exemption From Loud & Unnecessary Noise Ordinance for March 17-18, 2013; July 12-13, 2013; and September 21, 2013 from 8 a.m. to Midnight
5. Request for Extension of Premise from Shamrock Club for March 17, 2013 to include their front sidewalk and the area behind their building.
6. Request for Extension of Premise from Bobcat's Bar & Grill for March 17, 2013 to include their front sidewalk and the area behind their building
7. Request for Extension of Premise from Sam's Corner Bar & Grill for March 17, 2013 to include their front and side sidewalks
8. Request for an Amplification Permit and Exemption from Sec. 50-87 Loud & Unnecessary Noise from Bobcat's Bar & Grill for March 17, 2013 until midnight
9. Payment of VO#53719 through VO#53901 totaling \$341,972.16 plus electronic fund transfers of \$541,071.72 for a grand total of \$883,043.88

### **UNFINISHED BUSINESS:**

(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)

### **NEW BUSINESS:**

(Action on newly introduced motions, ordinances, resolutions or other matters)

1. **Plan Commission Recommendations:**
  - a. Amendment to PUD Plan for several lots in Rich River Trails
2. **Street Committee Item:**
  - a. Replace First Lutheran Church Signs with Solid Rock Church Signs

3. **Finance Committee Recommendation:**
  - a. City Council General Fund Policy
  - b. Construction Bids for Mary Park Shelter #3
4. Community Conversation, February 27, 2013
5. Communications & Miscellaneous
6. Adjournment

Frederick Horne, Mayor

***(THE ABOVE AGENDA IS NOT NECESSARILY IN ORDER OF PRESENTATION)***

**\*\*Late Changes and Additions**

***Posted: Civic Center and Friday Memorial Library and City Website***

Mailed: Council Members, City Attorney, Utility Commission Members, NR County Board Members, New Richmond News, Northwest Community Communications, City Website, and New Richmond Chamber of Commerce.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

# VOUCHERS PRESENTED TO THE COUNCIL FEBRUARY 11, 2013

VO #	PAYMENT TO:	AMOUNT
53637	VOID	(16,334.90)
53719	ANDERSON, AARON	588.55
53720	BALOW, ADAM	588.55
53721	BORGEN, BRUCE	588.55
53722	CODY, GERALD	588.55
53723	CRUBAUGH, MICHAEL	588.55
53724	DE LA CRUZ, CARLOS	588.55
53725	FREISEIS, GAYLE	588.55
53726	HAGEN, LINDA	588.55
53727	KOEHLER, VERONICA	588.55
53728	MARSON, LEANN	300.00
53729	MILLIRON, ANTHONY	588.55
53730	NOEL, JASON	588.55
53731	SAMELSTAD, MARK	792.87
53732	SATHER, JACOB	588.55
53733	TURNER, MICHAEL	588.55
53734	WESTMORELAND, ANDY	588.55
53735	YEHLIK, CRAIG	588.55
53736	BELISLE, DANIEL & CHRISTY	150.17
53737	HALL, DONALD & KAREN	147.51
53738	HAMMONDS, GORDON	23.00
53739	NATIONSTAR MORTGAGE LLC	3,448.84
53740	TODD, JEFFREY & EMILY	358.28
53741	TOMAL, JEFFREY & RENEE	163.81
53742	AFLAC	1,113.21
53743	BOARDMAN & CLARK LLP	402.50
53744	CWS SECURITY WATCH, LLC	481.86
53745	GOLDEN RULE CREATIONS	207.09
53746	INDUSTRIAL SAFETY	16,323.90
53747	LIBERTY MUTUAL INSURANCE	26,743.50
53748	NEW RICHMOND CEMETERY ASSN	15,000.00
53749	OFFICE MAX CONTRACT INC	105.58
53750	ST CROIX - EDC	2,000.00
53751	ST CROIX COUNTY FIRE OFFICER'S ASSN INC	25.00
53752	ST CROIX COUNTY FIRE OFFICER'S ASSN INC	25.00
53753	ST CROIX COUNTY SHERIFF'S DEPT	152.80
53754	WI DEPT OF JUSTICE - CRIME INFO BUREAU	14.00
53755	WI ECONOMIC DEVELOPMENT ASSN	315.00
53756	AMAZON	2,948.49
53757	E D A M	415.00
53758	E O JOHNSON COMPANY	387.00
53759	FRONTIER COMMUNICATIONS	1,664.99
53760	HUDSON POLICE DEPT	114.00
53761	WI ECONOMIC DEVELOPMENT ASSN	75.00
53762	AUFDERHAR, KIRSTEN	36.31
53763	DAHER, WILLIAM & LAURA	44.42
53764	HAINES, TROY & REBECCA	40.85
53765	HINTZ, DAVID & ANN	253.44
53766	KRUEGER, PETER	52.86
53767	MIKOTA, COREY	33.72
53768	NERBY, ADAM & REBECCA	210.92
53769	SCHWINDEN, MARK M.	178.53
	SUB - TOTAL	67,242.80

	SUB - TOTAL CARRIED FORWARD	67,242.80
53770	SHANKLIN, MARTIN	39.11
53771	3-D DESIGN	250.00
53772	BENEFIT EXTRAS, INC	496.00
53773	CITY UTILITIES - 2ND BILLING	27,658.00
53774	CITY UTILITIES - INVOICES	1,204.30
53775	CITY UTILITIES - WETEC BLDG	2,406.68
53776	CONESTOGA-ROVERS & ASSOCIATES INC	13,808.12
53777	DEPT OF CORRECTIONS	192.00
53778	ETCHT IN STONE	250.00
53779	OTIS ELEVATOR COMPANY	2,605.32
53780	TAPCO INC	5,079.80
53781	WI DEPT OF TRANS - TV & RP UNIT	60.00
53782	CHAMBER OF COMMERCE	640.00
53783	E O JOHNSON COMPANY (3)	72.00
53784	FISCHER, RONALD & BRENDA	32.47
53785	FRONTIER COMMUNICATIONS (2)	48.71
53786	JOHN DEERE FINANCIAL	168.68
53787	ST CROIX COUNTY	2,185.42
53788	UMR	202.50
53789	WESTFIELDS HOSPITAL	85.50
53790	XCEL ENERGY	6,726.75
53791	COLONIAL APARTMENTS PARTNERSHIP	221.56
53792	CUNNINGHAM, NATHAN & MAGDALYN	40.21
53793	FLODIN, RYAN & CHRISTI MILLER	34.30
53794	FORREST, KEVIN L.	69.22
53795	MICHAEL BEST & FRIEDRICH LLP	90.00
53796	NEW RICHMOND PROPERTIES LLC	2,082.07
53797	NYBERG, CLARK & VICTORIA	67.84
53798	ST CROIX COUNTY TREASURER	10,364.49
53799	WITC - CABLE	5,900.12
53800	BERNING, CONNIE	25.00
53801	FRONTIER COMMUNICATIONS (3)	233.84
53802	JOHNSON, ERIC & KAREN	108.48
53803	KNOPS, RESHIA	200.00
53804	WAL-MART (OTHER PMTS)	209.78
53805	WI CITY/COUNTY MANAGEMENT ASSN	200.00
53806	CITY OF NR - REVOLVING FUND	184.81
53807	CLERK OF COURT - ST CROIX CO	190.50
53808	ST CROIX COUNTY TREASURER	192.36
53809	AMERICAN DIVERSITY BUSINESS SOLUTIONS	131.89
53810	AMERIPRIDE LINEN & APPAREL SERVICES	377.37
53811	ARTHUR J. GALLAGHER RMS, INC	14,469.00
53812	BAKER & TAYLOR BOOKS	2,299.53
53813	BAKER TILLY VIRCHOW KRAUSE, LLP	1,270.50
53814	BAYSCAN TECHNOLOGIES	212.50
53815	BERNARD'S NORTHTOWN INC	1,093.20
53816	BOND TRUST SERVICES CORPORATION	700.00
53817	BOYER TRUCKS	304.71
53818	CARQUEST	508.57
53819	CARTRIDGE WORLD - HUDSON	122.74
53820	CDW GOVERNMENT, INC	123.72
53821	CEMSTONE - READY MIX INC	2,093.13
53822	CENTER POINT LARGE PRINT	26.46
53823	CHAMBER OF COMMERCE	23,350.00
53824	CITY UTILITIES - 1ST BILLING	6,855.62
	SUB-TOTAL	205,807.68

	SUB-TOTAL CARRIED FORWARD	205,807.68
53825	CITY UTILITIES - INVOICES	2,616.91
53826	CITY UTILITIES - LANDFILL CUSTOMERS	494.01
53827	CITY UTILITIES - SALES TAX	25.79
53828	CODY, GERALD	50.00
53829	COUNTRYSIDE PLBG & HTG	490.92
53830	CROIX CRYSTAL WATER TREATMENT	13.50
53831	DAKOTA WILD ANIMALS, LLC	185.00
53832	DAVE'S SERVICE CENTER	489.90
53833	DEMCO COMPANY	52.48
53834	DEPT OF CORRECTIONS	16.00
53835	DEPT OF PUBLIC INSTRUCTION	200.00
53836	DOAR DRILL & SKOW S.C.	219.00
53837	DWD - UNEMPLOYMENT INSURANCE	726.00
53838	E O JOHNSON COMPANY (2)	181.00
53839	FAMILY FRESH	82.11
53840	FARM & HOME SUPPLY	1,303.46
53841	FLEET ONE LLC	2,942.68
53842	FREEDOM VALU CENTERS	3,720.75
53843	G & K SERVICES	129.61
53844	GALE	58.38
53845	GENERAL COMMUNICATIONS INC	2,287.50
53846	GENERATION 3 MEDIA	100.00
53847	GRAINGER (1)	215.76
53848	HAWK LABELING SYSTEMS	58.95
53849	HERC-U-LIFT INC	809.69
53850	HURTIS LOCKSMITH SHOP	280.00
53851	IBEW-LOCAL UNION 953	523.58
53852	INDIANHEAD FEDERATED LIBRARY	24,226.85
53853	INDUSTRIAL HEALTH SERVICES NETWORK INC	92.40
53854	J F AHERN CO	232.00
53855	JERRY'S TRUCK & TRAILER	2,410.08
53856	KADINGER'S HEAVY DUTY TRUCKS & PARTS INC	82.00
53857	KROLL'S EXCAVATING INC	687.50
53858	KWIK TRIP / KWIK STAR STORES	3,072.70
53859	LEXIPOL LLC	5,950.00
53860	LIBERTY MUTUAL INSURANCE	9,722.26
53861	LOCAL GOV'T PROPERTY INSURANCE FUND	34,687.00
53862	MIDWEST TAPE	9.99
53863	MINNESOTA LIFE INSURANCE CO	2,459.13
53864	MONROE TRUCK EQUIPMENT, INC	137.64
53865	MORTON SALT, INC.	5,128.25
53866	NECHVILLE EXCAVATING INC	687.50
53867	NEWMAN SIGNS INC	114.53
53868	NOBLE'S TIRE SERVICE INC	156.00
53869	NORTHLAND BUSINESS SYSTEMS INC	10,295.00
53870	O'REILLY AUTOMOTIVE INC	87.32
53871	OFFICE MAX CONTRACT INC	412.18
53872	PRAXAIR DISTRIBUTION INC	105.08
53873	PRESCOTT PUBLIC LIBRARY	15.00
53874	PROSOURCE SPECIALTIES LLC	105.00
53875	RESEARCH TECHNOLOGY INT'L	79.95
53876	RIVERTOWN MULTIMEDIA	547.47
53877	SCHOOL DISTRICT OF NR - MOBILE HOME FEES	147.73
53878	SIMON ELECTRIC INC	564.23
53879	SMITH MICRO TECHNOLOGIES INC	91.95
	SUB-TOTAL	326,387.40

	SUBTOTAL CARRIED FORWARD	326,387.40
53880	SPRINT	112.50
53881	ST CROIX COUNTY TREASURER - MUNICIPAL COURT	517.00
53882	ST CROIX VALLEY MUNICIPAL ASSN	418.75
53883	STANDARD SPRING	2,648.92
53884	STATE OF WI - COURT FINES & ASSESSMENTS	1,402.36
53885	STEPHENS SANITATION - RECYCLING	3,898.00
53886	TEAMSTERS LOCAL 662	60.00
53887	THE BOOK FARM, INC	59.85
53888	TWO-WAY COMMUNICATIONS INC	461.94
53889	VARIETY OFFICE PRODUCTS	1,868.09
53890	VERIZON WIRELESS (CITY)	189.12
53891	VERIZON WIRELESS (PARKS)	93.82
53892	VERIZON WIRELESS (POLICE)	313.17
53893	VILLAGE OF STAR PRAIRIE	189.32
53894	WASHINGTON NATIONAL INS CO	471.60
53895	WI DEPT OF JUSTICE - TIME	318.00
53896	WI ECONOMIC DEVELOPMENT ASSN	175.00
53897	WI PROFESSIONAL POLICE ASSN, INC	516.75
53898	WI STATE FIREFIGHTER'S ASSN	90.00
53899	WIESENDER, AMBER	900.00
53900	WITC - NEW RICHMOND	751.52
53901	ZEP SALES & SERVICE	129.05

**TOTAL VOUCHERS**

**341,972.16**

**TOTAL VOUCHERS****341,972.16****ELECTRONIC FUND TRANSFERS**

PAYROLL (1/25, 2/8)	210,415.76
DEFERRED COMP	9,020.00
ROTH - WI	100.00
FEDERAL W/H	122,819.57
STATE W/H	17,614.48
POSTAGE	3,000.00
LT DISABILITY PREMIUMS	60.47
MEDICAL PREMIUMS	103,372.51
RETIREMENT	49,515.36
VISA	1,793.86
HRA	5,705.85
WI - SCTF	1,200.00
MN CHILD SUPPORT	521.53
FLEX SPENDING	3,442.00
EMPLOYEE FUND	268.00
FIREMEN DUES DEDUCTIONS	360.00
IMPACT FEE TRANSFERS	-
INVESTMENT TRANSFER	-
ASM TRANSFER	-
SPORTS CENTER LEASE	8,000.00
LIBRARY LEASE	-
STATE - DELQ TAXES	2,498.86
STATE - TID PMT	-
MISC - US MARSHALLS OFFICE	-
WI UNEMPLOYMENT	-
WPPI LOAN PMTS	1,363.47
DEBT PMTS	-

**TOTAL ELECTRONIC FUNDS****541,071.72****GRAND TOTAL****\$ 883,043.88**

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**CHAIRMAN OF FINANCE COMMITTEE****2/11/2013**

PLAN COMMISSION MEETING  
FEBRUARY 5, 2013 - 5:00 P.M.

Members Present: Fred Horne, Mike Darrow, Jim Zajkowski, Ron Volkert, Bob Mullen.

Members Absent: Mike Rogers, MaryKay Rice, and Sarah Skinner (Ex-Officio).

Others Present: Bob Barbian, Tanya Reigel, Paul Mayer, and Jane Hansen.

Fred Horne called the meeting to order and roll call was taken.

Jim Zajkowski moved to adopt the agenda as presented, seconded by Bob Mullen and carried.

Bob Mullen moved to approve the minutes of the previous Plan Commission meeting on January 8, 2013, seconded by Mike Darrow, and carried.

At the January Plan Commission meeting, there was a Public Hearing regarding an application from Roundbank to amend the Planned Unit Development Plan for Rich River Trails. Property is described as Lots 2, 4, 5, 6, 9, 10, 12, 13, 14, 15, 16, 17, 19, 20, 21, 23, 24, 25, 26, 27, 28, 31, 32, 33, 34, 35, 36, 37, 38, 40, 41, 43, 44, 45, 47, 48, 49, 50, 51, 53, 54, 55, 56, 57, & 58, Block 1; and Outlot 3, 4, 5, & 7 of Rich River Trails. Residents of this area were present and expressed concern regarding the amendment. After discussion, the Plan Commission tabled the item. Mike Darrow held a meeting with Roundbank, the builder, and residents of the area. At this meeting they came up with the following PUD Amendment and recommend approval:

RICH RIVER TRAILS DEVELOPMENT PLAN  
PUD AMENDMENT

In addition to the traditional homes and cottage homes currently allowed on the west side of 140<sup>th</sup> Street in New Richmond, WI, and provided on pages U 2623P 380 and U 2623P 381 of the Rich River Trails Development Plan, attached hereto as **Exhibit A**, there will also be allowed multi-level homes of no less than 1,600 square feet total and single-story homes of no less than 1,100 square feet total with various designs and floor plans allowed. Set back requirements shall reflect those in the PUD plan dependent upon lot being developed. The maximum lot coverage shall be no greater than 40%.

The parcels of land referred to are attached hereto as **Exhibit B**.

All of the homes shall be constructed with a two car garage minimum and integrate at least two of the following design elements:

- Use of pillars and/or the addition of a front porch
- Stone, brick, shake, or similar materials on at least 20% of the street facing side of the house
- Garage door to face an interior lot line with garage window(s) to face the street side
- Contrasting roof peaks, siding/shakes and colors
- Landscaping of two ornamental trees, approved by the City Forester, at least two inches in diameter

Homes built on lots 2, 4, 5, 6, 9, 12, 13, 14, 15, 23, 24, 25, 26, 27, 28, and outlot 7 along Rich River Way shall look to the original PUD document to reflect similar matching design elements such as:

- Traditional two-story homes with front porch features
- Cottage style homes with dormers to break up roofline
- Recessed garage consistent with home style



Mike Darrow moved to approve the amendment to the Rich River Trails PUD Plan as listed above, seconded by Jim Zajkowski and carried.

**Highway 64 Corridor – Review of Zoning & Land Use Plan**

Bob Barbian and Mike Darrow presented a power point regarding the existing Highway 64 corridor and discussed the importance of looking at land use in this area. The Stillwater bridge construction and the sale of St. Croix County land has generated renewed interest in this area. City supervisors have been reviewing land use and zoning maps and have developed a plan. This plan will be sent out as a draft conversation piece for the St. Croix County land sale. We will solicit public comment and use it as a guide for development. Mike Darrow will contact the Wisconsin Department of Transportation to see if they could meet with the City to discuss transportation plans especially for the Wall Street intersection. Homeowners in that area will be invited to that meeting as well.

**Updated Plan Commission Applications**

Tanya Reigel updated all of the Plan Commission applications as part of a One Call, Two Clicks campaign. The purpose is to streamline the process and make things more efficient. The applications will be available on the website. Plan Commission members were asked to review the applications and get back to Tanya if you have any comments.

Bob Mullen moved to adjourn the meeting, seconded by Mike Darrow and carried.

Meeting adjourned at 5:34 p.m.

Tanya Reigel  
City Clerk



CITY OF NEW RICHMOND

156 East First Street  
New Richmond, Wisconsin 54017  
ph 715.246.4268 fx 715.246.7129  
[www.newrichmondwi.gov](http://www.newrichmondwi.gov)

## MEMO

**TO:** Mayor Horne & Plan Commission Members  
**FROM:** Robert Barbian, Director of Planning & Development  
**DATE:** January 30, 2012  
**RE:** Rich River Trails PUD Amendment

### **Recommendation:**

That the revised amendment be approved and recorded on the lots identified in the PUD Amendment.

### **Background:** After January 8<sup>th</sup>:

A meeting was held by the City, Mike, Sarah, & me to discuss how best to move the subdivision PUD amendment forward. Others present Roundbank owning most of the lots, Creative Homes, the builder pulling 10 building permits and two homeowners.

Discussion centered on how the existing PUD limits new home construction and a desire to see greater activity or more homes being built. To satisfy the stake holders a number of revisions were proposed that found support for balancing the desire to open all the rules on all the remaining lots vs establishing a balance keeping some lots kept closer to the existing PUD as well as opening up the balance of the lots with some façade enhancements. I have attached a summary noting what is proposed for the final.

### **Background & Analysis:** Prior to January 8<sup>th</sup>:

Rich River Trails platted in 2003 and 2004. Originally owned by Wesley Investment Inc. and is now owned by Round Bank. Set up as a Planned Unit Development (PUD), encompassing about 80 acres, straddling 140<sup>th</sup> to be built out in 5 years has experienced hard times. The PUD calls for a system of improvements including a network of parks, trails, community gathering places, and homes. The homes allowed are termed and defined as Cottage and Traditional style Homes. The Amendment applied for increases the type of homes adding what is commonly called ranch style home seen in many other areas. The ranch style homes added have a minimum square footage of 1,100 square feet for a single story and 1,600 square feet for a multi-level home. This is higher than R-1 zoning which requires 1,000 square feet for a single story & 1,200 sq. ft for two.

The majority of the PUD concepts will remain the same. The public improvements creating the existing lots are in place or will be completed as originally planned with a series of parks, trails, and community gathering places. The areas covered in the change are all on the west side of 140<sup>th</sup>.

The revised PUD amendment provides opportunities for new construction as was originally requested as well as a manner to manage the blending of the existing homes. The original PUD has had limited activity compliant with the existing documents. There are four homes clearly meeting the PUD intent. The balance, thirteen homes have been allowed by the Architectural Committee of Rich River Trails, although questions exist on approval authority. Adjusting the regulations of the subdivision would bring about a consistent plan to what is being proposed to be built and what has primarily been built.

The first section is the language from the current application. The last two paragraphs are additions to the language proposed to be acceptable.

## **RICH RIVER TRAILS DEVELOPMENT PLAN PUD AMENDMENT**

In addition to the traditional homes and cottage homes currently allowed on the west side of 140<sup>th</sup> Street in New Richmond, WI, and provided on pages U 2623P 380 and U 2623P 381 of the Rich River Trails Development Plan, attached hereto as **Exhibit A**, there will also be allowed multi-level homes of no less than 1,600 square feet total and single-story homes of no less than 1,100 square feet total with various designs and floor plans allowed. Set back requirements shall reflect those shown in PUD plan dependent upon lot being developed. The maximum lot coverage shall be no greater than 40%.

The parcels of land referred to are attached hereto as **Exhibit B**.

All of the homes shall all be constructed with a two car garage minimum and integrate at least two of the following design elements:

- Use of pillars and/or the addition of a front porch
- Stone, brick, shake, or similar materials on at least 20% of the street facing side of the house
- Garage door to face an interior lot line with garage window(s) to face the street side
- Contrasting roof peaks, siding/shakes and colors
- Landscaping of two ornamental trees, approved by City Forester, at least two inches in diameter

Homes built on lots 2, 4, 5, 6, 9, 12, 13, 14, 15, 23, 24, 25, 26, 27, 28, and out-lot 7 along Rich River Way shall look to the original PUD document to reflect similar matching design elements such as:

- Traditional 2-story homes with front porch features
- Cottage style homes with dormers to break up roofline
- Recessed garage consistent with home style



## MEMO

**TO:** Mayor Horne, City Council Members

**FROM:** Dan Koski

**DATE:** February 7, 2013

**RE:** Solid Rock Church Signs

A request has been made by Solid Rock Church which is moving into the church that First Lutheran is vacating to replace the directional signs that were up previously directing people to the church. They would like us to replace the signs that say First Lutheran with ones that read Solid Rock Church. As with all signs of these type, we would pass on the costs of the signs.



CITY OF NEW RICHMOND

**TO: Mayor and City Council**

**FROM: Mike Darrow, City Administrator**

**DATE: February 4, 2013**

**RE: General Fund Reserves**

**Background:**

One of the elements of our strategic plan process last year was developing specific policies for the use of general funds during a budget cycle. As a way to ensure that general reserve funds are saved for the next fiscal year, we are proposing the following policy for the use of General Funds.

**City Council General Fund Policy- 2013**

The use of general funds, shall be prohibited, unless budget for during the current fiscal year. In certain circumstances, the City Council may appropriate non-budgeted general funds in the event of a City emergency or when there is a need that to ensure that the health, safety and general welfare are met, as outlined by the Finance Committee and City Council. The City Council will also seek that departmental funds and/or fees are collected first, before general funds are utilized.

**Recommendation:**

City staff is recommending approval of the City Council General Fund Policy.

156 East First Street  
New Richmond, Wisconsin 54017  
ph 715.246.4268 fx 715.246.7129  
[www.newrichmondwi.gov](http://www.newrichmondwi.gov)





CITY OF NEW RICHMOND

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**TO: Mayor Horne & Common Council**  
**FROM: Joe Kerlin**  
**DATE: For February 11, 2013 Meeting**  
**RE: Mary Park Shelter #3, bids**

**Background:**

Bids were requested for a 27' x 35' shelter and 35' x 41' concrete slab to replace shelter #3 in Mary Park. Bids are as follows:

Cleary Building	Shelter	\$18,278		
Verona, WI	Slab	\$ 6,264	Total	\$24,542
Janke Contractors	Shelter	\$18,955		
Athens, WI	Slab	\$ 9,936	Total	\$28,891
Derrick Companies	Shelter	\$36,612		
NR, WI	Slab	\$ 8,100	Total	\$44,712
Thomas-Grace Con.	Shelter	\$21,193		

**Recommendation:**

It is my recommendation to the Council to approve the low bid by Cleary building for furnish and install of the shelter for \$18,278.00 and also approve the bid by Cleary building for furnish and install of concrete slab for \$6,264.00 for a total cost of \$24,542.00. Funds are to be used from the insurance money received for the Monette shelter.



CITY OF NEW RICHMOND

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The following is a report of building activity in the City of New Richmond from January 1, 2012 through December 31, 2012.

### RESIDENTIAL CONSTRUCTION

	Number of Buildings (New)	Number of Units per building	Total Units	Building Values	Number of Permits	Permit Fees/Special Charges
SF Dwelling Detached	62	1 Unit	62	7,082,900	62	65,829
SF Dwelling Attached	8	2 Units	16	1,580,000	13	14,335
SF Dwelling Attached	0	3 Units	0	0	0	0
SF Dwelling Attached	3	4 Units	12	1,005,000	3	6,579
SF Dwelling Attached	0	5 Units	0	0	0	0
SF Dwelling Attached	0	6 Units	0	0	0	0
SF Dwelling Attached	0	7 Units	0	0	0	0
SF Dwelling Attached	0	Other (Specify)	0	0	0	0
Additions/Alterations	N/A	N/A	0	1,008,132	118	16,293
Garages Detached	2	N/A	0	6,550	1	135
<b>SUB-TOTAL</b>	<b>75</b>	<b>N/A</b>	<b>90</b>	<b>10,682,582</b>	<b>197</b>	<b>103,171</b>

### NON-RESIDENTIAL CONSTRUCTION

	Number of Buildings (New)	Number of Units per Building	Total Units	Building Values	Number of Permits	Permit Fees/Special Charges
Commercial	3	N/A	0	3,148,283	3	14,066
Commercial Addn/Alt	N/A	N/A	0	8,614,432	47	50,295
Commercial Accessory Bldgs	1	N/A	0	18,000	1	284
<b>SUB-TOTAL</b>	<b>4</b>	<b>N/A</b>	<b>0</b>	<b>11,780,715</b>	<b>51</b>	<b>64,645</b>

### MISCELLANEOUS

	Number of Buildings (New)	Number of Units per Building	Total Units	Building Values	Number of Permits	Permit Fees/Special Charges
Sign	N/A	N/A	N/A	0	10	1,896
Sign Tags	N/A	N/A	N/A	0	0	0
Moving	N/A	N/A	N/A	0	0	0
Demolition	N/A	N/A	N/A	0	2	176
Foundation Only	N/A	N/A	N/A	0	0	0
Erosion Control	N/A	N/A	N/A	0	0	0
Other (voided permits)	N/A	N/A	N/A	0	7	0
Other	N/A	N/A	N/A	0	0	0
<b>SUB-TOTAL</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>0</b>	<b>19</b>	<b>2,072</b>
<b>YEAR TO DATE TOTAL</b>	<b>79</b>	<b>N/A</b>	<b>90 Housing Units</b>	<b>22,463,297</b>	<b>267</b>	<b>169,888</b>



**CITY OF NEW RICHMOND**  
**2013-2012 BUILDING PERMIT COMPARISON REPORT**  
**2013 BUILDING PERMIT SUMMARY**

MONTH	NUMBER OF PERMITS	NUMBER DWELLING UNITS	RESIDENTIAL CONSTR. VALUE	COMMERCIAL CONSTR. VALUE	TOTAL CONSTR. VALUE	PERMIT FEES	SAC CHARGES	WATER IMPACT FEES	IMPACT FEES	SEWER INTERCEPTOR FEES	PARK FEES	ASSESSOR FEES	SITE STAB. DEPOSIT	Sidewalk Dep.
January	7	0	60,700	66,000	126,700	1,897	0	0	0	0	0	350	0	0
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Total	7	0	60,700	66,000	126,700	1,897	0	0	0	0	0	350	0	0

**2012 BUILDING PERMIT SUMMARY**

January	8	0	145,542	36,480	182,022	1,938	0	0	0	0	0	175	0	0
February	8	1	100,530	23,000	123,530	1,681	3,250	2,310	906	0	518	300	3,500	0
March	14	2	219,064	4,285,037	4,504,101	20,967	19,110	4,620	5,027	0	2,081	575	2,000	0
April	18	2	257,249	1,423,825	1,681,074	10,462	6,923	4,620	1,821	0	811	675	2,000	0
May	45	6	801,360	324,668	1,126,028	13,406	19,500	13,860	5,130	0	950	1,700	5,000	0
June	24	2	274,612	376,656	651,268	7,485	17,745	4,620	4,668	0	540	1,050	3,000	0
July	20	5	792,428	2,664,000	3,456,428	19,251	49,985	36,406	13,150	14,544	3,625	925	6,000	0
August	19	1	240,565	110,715	351,280	4,431	7,118	2,310	1,872	0	300	750	1,000	0
September	22	6	413,283	545,888	959,171	9,661	22,003	11,550	6,643	0	1,200	1,050	2,000	0
October	18	1	201,539	912,317	1,113,857	9,117	3,250	2,310	855	0	342	725	1,000	1,000
November	7	0	7,500	48,800	56,300	1,164	0	0	0	0	0	325	0	0
December	64	64	6,188,910	2,069,328	8,258,238	70,323	214,793	155,608	57,362	0	24,934	3,450	52,000	4,000
Total	267	90	9,642,582	12,820,715	22,463,297	169,888	363,677	238,214	97,434	14,544	35,301	11,700	77,500	5,000
<b>*INDICATES SUSPENDED FEES (Not collected)</b>														
Difference between 2012 and 2011	-260	-90	-9,581,882	-12,754,715	-22,336,597	-167,991	-363,677	-238,214	-97,434	-14,544	-35,301	-11,350	-77,500	-5,000
<b>*INDICATES SUSPENDED FEES (Not collected)</b>														

Submitted by Building & Zoning Dept.





BAKER TILLY

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January 31, 2013

To the City Council  
City of New Richmond  
New Richmond, Wisconsin

Thank you for using Baker Tilly Virchow Krause, LLP as your auditor. Under the clarified auditing standards AU-C Section 600, "Special Considerations – Audits of Group Financial Statements (Including the Work of Component Auditors)," we are required to inform you as the people charged with governing the city about certain additional items for Group Audits in the planning phase of our audit of your December 31, 2012 financial statements.

In connection with our audit, we intend to place reliance on the audit of the financial statements of the Housing Authority of the City of New Richmond, a component unit of the City of New Richmond, as of December 31, 2012 and for the year then ended completed by Tostrud and Temp, S.C. All necessary conditions have been met to allow us to make reference to the component auditors.

You do not need to take any action on this letter unless you wish to contact us with relevant information. We welcome the opportunity to hear from you. Please contact your engagement partner, James Murray, at 612-876-4914 or email at [james.murray@bakertilly.com](mailto:james.murray@bakertilly.com). We look forward to hearing from you.

Very truly yours,

BAKER TILLY VIRCHOW KRAUSE, LLP

James R. Murray, CPA, Partner